

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE EWING MARION
KAUFFMAN SCHOOL, INC.
AUGUST 21, 2017**

A regular meeting of the Board of Directors of the Ewing Marion Kauffman School, Inc., a Missouri not-for-profit corporation, was held at the Ewing Marion Kauffman School in Kansas City, Missouri on the 21st day of August 2017 and pursuant to public notice provided at least 24 hours in advance.

The following Directors were present at the meeting location: Mayra Aguirre, Kristen Bechard, Gloria Jackson-Leathers, Aaron North, and Maurice Watson. The following Director participated by telephone: Tracy McFerrin

The following non-voting officer was present: Hannah Lofthus (CEO). Also present were: Lisa Weaver (University of Missouri-Columbia), Dave Wilson (EMKF Finance), Tonya Guinn (EMKF Education), and Donna Wilson (Legal Counsel). John Tyler (Secretary) joined the meeting at 6:49 pm and participated by telephone.

No others were present or participated either in person or by phone.

Mr. North chaired the meeting and Ms. Wilson served as Secretary. Mr. North called the meeting to order at 5:33 p.m. and welcomed all in attendance.

Mr. North reviewed the agenda and presented the minutes of the May 10, 2017 regular meeting. After discussion and upon motion duly made (Watson) and seconded (Aguirre), the Board unanimously approved the minutes presented (see **Exhibit A**).

School Leadership Report

Mr. North asked Ms. Lofthus to present the School Leadership Report. Ms. Lofthus presented EMKS Performance Dashboard information (see **Exhibit B**) and highlighted the following:

- **MAP Results:** EMKS achieved higher scores than the state average; 5th grade students grew from 47% proficient/advanced on 4th grade ELA (prior to enrolling at EMKS) to 61% proficient; in Math, students entered at 33% proficient/advanced on 4th grade exams and achieved 58% proficient/advanced in 5th grade; eighth grade students achieved an EMKS record of 82% proficient/advanced in Science; combined with the 5th grade and 9th grade Biology end of course exam, EMKS achieved an overall 64% proficient/advanced in Science. There was general discussion regarding the growth level of each grade level and targets – 5 point increase considered good growth by Common Core.

- **End of Course (EOC):** exams will be taken in November, which is earlier so that students can then focus on ACT & SAT prep; 2016-2017 EOC results: English II – 89% prof/adv, Biology – 88% prof/adv, Algebra – 97% prof/adv.
- **Growth Over Time:** Class of 2023 State Test Results Over 6 Years at EMKS: ELA – 59%, Math – 64%, Science – 55%; Class of 2024 State Test Results Over 5 Years at EMKS: ELA – 46%, Math – 57%, Science – 37%; Class of 2025 State Test Results Over 4 Years at EMKS: ELA – 38%, Math – 44%, Science – 50%.
- **STEP Assessment:** EMKS goal of 1.25 years of growth; 2016-2017 – 1.51 years of growth.
- **Performance on Charter Goals:** 2016-2017: 96% on Attendance, and 94% on Lifework.
- **EMKS ACT Practice Exam:** November 2016 – May 2017: 9th grade showed 2.6 points increase; and 10th grade showed 2.1 points increase; will focus on test prep; students know content but need to focus on timing. There was discussion regarding the efficacy of ACT and challenges presented – focus of test is on how fast students can answer vs mastery on the subject.
- **Mathematica Research Study Results – Year 5:** EMKS is outperforming similarly situated charter schools in years of learning growth.

Ms. Lofthus then presented the 2017-2018 EMKS Priorities (see **Exhibit B**) highlighting goals for academics, culture, people, college access and network.

Finance

Mr. North asked for presentation of the Treasurer's report. Mr. Wilson reviewed the Treasurer's report and check register (see **Exhibit C**) noting the following information:

- Total revenue and expenses through June 30 were \$14.4M and \$13.9M respectively
- Change in net assets is \$0.5M favorable to year-to-date budget due to favorability in expenses offset by reduced grant revenue as forecasted
- Average enrollment was forecasted to be 824 students and average enrollment was 826 students
- The School was approved to hire up to 117 positions (with 109 positions included in the forecast) and had 96 employees as of June 30
- Cash balance of \$4.1M reflects the operations grant payments received in August and February.
- The prepaid expenses balance of \$0.1M mainly relates to prefunding the school's property manager, Cushman Wakefield
- The accounts payable balance of \$0.3M includes expenses incurred during the month for regular operations that are paid the following month. The balance fluctuates monthly. The majority of the balance is for

Promevo (\$75k) for Chromebooks, Tallgrass (\$44K) for computer hardware, US Bank (\$62K) for credit card transactions, and The Teacher Store ((\$39K) for library books.

- Fund balance ratio was 27% at year end

Ms. Bechard presented a Proposal for Annual Audit Services by Westbrook & Co., P.C. for the year ended June 30, 2017, and noted that an RFP for auditing services will be issued next year. Upon motion duly made (Jackson-Leathers) and seconded (Watson), the Board unanimously approved the retention of Westbrook & Co., P.C. to prepare the EMKS audit for the year ended June 30, 2017.

Governance

Policy Updates and Approvals. Mr. North presented the following resolution, policy updates, local compliance plan, board appointments (see **Exhibit D**) for approval:

- Resolution Granting Temporary Expenditure Approval Authority to Catherine “Cat” Cain; Upon motion duly made (Bechard) and seconded (Jackson-Leathers), the Board unanimously approved the Resolution.
- Policy Updates:
 - Revised Board Policy 1430 – School/Community Relations – Visitors to School
 - Revised Student & Family Handbook
 - Revised PTO policy in Personnel Policies

Upon motion duly made (Watson) and seconded (Aguirre), the Board unanimously approved the policy updates.

- Adoption of Model Compliance Plan; Upon motion duly made (Watson) and seconded (McFerrin), the Board unanimously approved the adoption of the Model Compliance Plan.
- Revised 2017-2018 School Calendar; Upon motion duly made (Bechard) and seconded (Jackson-Leathers), the Board unanimously approved the revised 2017-2018 School Calendar.
- Board Appointments of Director, Officers, Committee Assignments, Compliance Officer and Custodian of Records:
 - Appointment of Tracy McFerrin as Director for 1st full term to expire August 2020
 - Appointment of Officers: Aaron North, Chair; John Tyler, Secretary; Kristin Bechard, Treasurer
 - Finance, Governance, Discipline and Audit Committee Assignments
 - Appointment of Compliance Officer – John Tyler
 - Appointment of Custodian of Records – Cat Cain

Upon motion by the Governance Committee, the Board unanimously approved the Board Appointments of Director, Officers, Committee Assignments, Compliance Officer and Custodian of Records.

Community Forum

Ms. Weaver reported that MU donated 1000 pair of solar eclipse glasses to EMKS for the students to experience the solar eclipse on August 21.

Closed Session

Upon motion duly made (Watson) and seconded (Aguirre), and pursuant to roll call vote: Aguirre - aye, Bechard - aye, Gloria Jackson-Leathers - aye, McFerrin - aye, North-aye, and Watson - aye, the Board unanimously voted to convene in closed session. Ms. Weaver, Ms. Guinn, and Mr. Wilson left the meeting. John Tyler (Secretary) joined the meeting.

Student Retention Matter: Mr. Tyler and Ms. Lofthus reported on a student retention matter and resolution of the same with the student's parent.


Ms. Lofthus left the meeting at 7:02 p.m.

CEO Evaluation and Compensation 2017: Mr. North presented the CEO Evaluation and Compensation 2017 recommendations reviewed by the Governance Committee and recommended for approval. Upon motion duly made (Watson) to accept the recommendations of the Governance, and pursuant to roll call vote: Aguirre - aye, Bechard - aye, Gloria Jackson-Leathers - aye, McFerrin - aye, North-aye, and Watson - aye, the Board unanimously approved the CEO compensation recommendations.

Upon motion duly made (Watson) and seconded (Aguirre), and pursuant to roll call vote: Aguirre - aye, Bechard - aye, Gloria Jackson-Leathers - aye, McFerrin - aye, North-aye, and Watson - aye, the Board unanimously voted to convene in open session.

There being no further business to discuss, Mr. North adjourned the meeting at 7:22 p.m.

APPROVED:



Donna Wilson, Acting Secretary